

REGULAR MEETING DUBOIS COUNTY COMMISSIONERS

SEPTEMBER 8, 2020

The regular meeting of the Dubois County Commissioners was held in the Commissioners/Council Room of the Courthouse Annex in Jasper, Indiana, beginning at 8:00 a.m. (EST) on September 8, 2020. Present were Commissioners Chad A. Blessinger, Nick Hostetter and Elmer Brames. Also present were County Auditor Sandra L. Morton, Highway Supervisor Steven L. Berg, Highway Engineer Brent Wendholt, and County Attorney Gregory S. Schnarr. A quorum was declared present and the meeting was opened for business by President Blessinger. Minutes of the August 17, 2020 meeting of the Commissioners were approved as presented. Incomes for the month of August were as follows: Recorder \$30,171.60; Health Department \$19,262.54; Auditor \$0.00; Clerk \$36,316.09. Claims against the County were examined and those found to be just, due and owing were allowed and those found to be not due and owing were disallowed, all as more fully set forth in the Claims and Allowance Docket of the County.

RE: HIGHWAY SUPERVISOR'S REPORT

Highway Supervisor Steve Berg presented the following report of Highway projects:

Conclusion of Sun Energy Mine Agreement – Sun Energy Group has contracted with Cal-Car Paving to finish the paving portion of the existing punch list which is required for the conclusion to the Agreement.

Generator Welder Replacement – Quotes were received to replace a welder/generator as follows: Airgas USA \$12,392.67 and Arc Weld \$12,388.35. Modern Equipment did not respond. A motion was made to approve the purchase from Arc Weld, was duly seconded and carried unanimously.

Surface Seal Recommendation – A list of roads was presented to be seal coated to extend the life of the asphalt pavement. Berg would like to dedicate \$150,000 toward this project. Consensus was to move forward with the project.

Additional Appropriations – In order to complete much of the paving and sealing projects, additional appropriations will be needed in the Highway Fund as follows: Bituminous Supplies \$265,000 and Capital Outlay Paving Projects \$170,000. A motion was made to approve the request pending County Council approval, was duly seconded and carried unanimously.

Stop Sign near NE Dubois High School – A discussion was held on the stop sign which appears to be damaged at the intersection of Vine Street and Dubois Cuzco Road.

RE: HIGHWAY ENGINEER'S REPORT

County Engineer Brent Wendholt presented the following report of Highway projects:

Bridge #264 (Newton Street in Jasper City Limits) – The piers are being pressure washed this week.

CCMG Paving Projects – paving should begin this week.

Sight Distance Waiver (St Anthony Road West) – A Sight Distance Waiver was presented for a driveway along St. Anthony Road West. There are limited options along the roadway, and this was decided to be the best option. At this location, there will be a 360' view to the Southwest. Wendholt reviewed and recommends for approval. A motion was made to approve the sight distance waiver, was duly seconded and carried unanimously.

Bridge #143 Structural Steel (Beams and Support Piles) – The following quotes were received:

Beams:	Modern Welding	\$67,769.22
	Sugar Steel Corp.	\$52,623.33
Support Piles:	Modern Welding	\$19,703.15
	LB Foster Company	\$11,719.50

A motion was made to approve the low quotes from Sugar Steel Corp and LB Foster Company, was duly seconded and approved unanimously.

RE: BLUE RIDGE GROUP LLC TEST SITE AGREEMENT

County Attorney Greg Schnarr and Health Administrator Shawn Werner presented a Service Contract Agreement with the Blue Ridge Group LLC to administer a COVID 19 testing site at the former Ruxer Golf Course site. Grant funding will be used. A motion was made to authorize Werner to sign the Agreement when complete, was duly seconded and carried.

RE: SEPTIC HOLDING TANK

Health Administrator Shawn Werner presented a request for a septic holding tank for Schroering Construction should the home be sold leaving the shop with no option for a septic system to be installed. Werner will inform the landowners, Tom and Blake Schroering, to present a subdivision plat for approval and request a holding tank at that time.

RE: CARES ACT FUNDING

EMA Director Tammy Humbert and Chief Probation Officer Jenny Lampert requested funding for Temperature Kiosks for the Courts and Probation Departments. Discussion was held. A motion was made to approve the purchase of two kiosks at a maximum cost of \$2,500 each pending County Council approval, was duly seconded and carried unanimously.

A list of requested items from CARES Act Funding was presented for approval and will be taken to the County Council for approval before being purchased and submitted for reimbursement. Currently \$96,202.48 has been reimbursed and approximately \$350,000 is pending.

RE: VETERAN SERVICES OFFICER

Human Resource Generalist Markie Rhodes recommended Amber Harris to be hired as the Veteran Services Officer pending pre-employment processes. A motion was made to approve the hire, was duly seconded and carried unanimously.

RE: PTO – TRANSITION POLICY

Commissioner Elmer Brames presented a Transition Policy for employees hired in the year 2020 to assist in the transition to the new PTO Policy adopted August 17, 2020 to be implemented on January 1, 2021. A motion was made to adopt the Transition Policy as presented, was duly seconded and carried unanimously.

PTO Transition Policy

As a result of adopting a new employee PTO policy effective January 1, 2021, the county will make adjustments to the leave policy for employees hired between January 1, 2020 and December 31, 2020.

Employees hired between January 1, 2020 and June 30, 2020 will be granted leave according to the old policy which is in effect until December 31, 2020. The exception is the number of vacation days granted on their 6-month anniversary and the deadline at which time such days must be used.

Employees hired in:

January and February, 2020 will be granted (5) vacation days on their 6-month anniversary to be used on or before December 31, 2020.

March and April, 2020 will be granted (3) vacation days on their 6-month anniversary to be used on or before December 31, 2020.

May and June, 2020 will be granted (1) vacation day on their 6-month anniversary to be used on or before December 31, 2020.

Employees hired between July 1, 2020 and December 31, 2020 will be granted PTO leave according to the new PTO policy.

RE: ST. VINCENT STAT FLIGHTS MEMBERSHIP

Jill Spaulding, PHI Membership Sales Specialist, and Steve Weber, Air Medical Base Supervisor, appeared to request Dubois County join the Indiana Stat Flight PHI Cares Limited Benefit Membership to cover the County Residents for Air Medical Services at an annual cost of \$4 per household. Currently the census shows 16,550 households in Dubois County. In the event PHI Air Medical should transport a qualified Dubois County resident originating in Dubois County or a surrounding County, the resident will not be responsible for any out of pocket costs for their medical air transport. EMS

Coordinator Suzan Henke appeared to answer questions and recommend the membership. The program was taken under advisement.

RE: LOCAL DISASTER EMERGENCY DECLARATION EXTENSION

A Declaration to extend the current Commissioners' Emergency Declarations dated March 17, 2020; March 23, 2020; April 6, 2020; May 4, 2020; June 1, 2020; June 15, 2020; July 6, 2020; August 3, 2020; August 17, 2020 was presented to remain in effect at this time and will expire on October 5, 2020 at 11:59 p.m. ET, but its effectiveness may be shortened or extended by act of the Commissioners. A motion was made to approve the Extension, was duly seconded and carried unanimously.

See Exhibit A – Local Disaster Emergency Declaration Extension

RE: EMERGENCY VEHICLE CONTRACT ADDENDUM

Attorney Schnarr presented an Addendum to a Contract dated May 28, 2019 for the Provision of Emergency Vehicles, Related Equipment and Services with The Little Company of Mary Hospital of Indiana d/b/a Memorial Hospital and Health Care Center. The Addendum agrees to amend portions of Item II, Responsibilities of the Hospital. A motion was made to approve the Addendum, was duly seconded and carried unanimously.

RE: HOT MIX BID OPENING

It being 10:00 am, the time advertised for receipt of bids for Hot Mix Road Improvements, the following bids were received and read aloud:

Project 20-05 800 West	Calcar Paving	\$315,841.50
	E & B Paving	\$362,362.00
	JH Rudolph & Co.	\$321,692.80
	C & R Construction	No Bid

The bids will be taken under advisement and will be considered at the next meeting.

RE: CODE ENFORCEMENT ORDINANCE BOOK

A draft version of the Code Ordinance Book from American Legal was presented for review.

RE: SURPLUS/OBSOLETE EQUIPMENT

Auditor Morton presented a list of obsolete computer items to be declared surplus/junk. The items included decommissioned servers, switches, desktop computers, peripherals, and a printer. A motion was made to approve the request, was duly seconded and carried unanimously.

RE: FUTURE MEETING

The next meeting will be held on September 21, 2020 at 8:00 a.m. in the Commissioners/Council Room of the Courthouse Annex.